

HTS-6425-R1 THE BIBLICAL CONCEPT OF TIME MANAGEMENT BASED ON EPHESUS 5: 15-17 AND RELEVANCE TO THE CHRISTIAN LEADERS TODAY

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MANUSCRIPT TO REVIEW

The biblical concept of time management based on Ephesus 5: 15-17 and relevance to the Christian leaders today

ABSTRACT

In generally, every human who lives in this world has the same time, ¹24 hours a day, 7 days a week, 30 days a month, 365 days per year, but most of them do not know how to manage time and manage it to be something useful and effective and efficient. That is because many people do not have the discipline in filling time. Those days are filled with things that are not directed, even worse is that filling the time of his life with things that damage life. Even though wasting time is a sin because it is a waste of the opportunity God has given and the time that has passed will not return, meaning that if the opportunity is not used, then the opportunity will be lost. How important is the use of time, especially for spiritual leaders because all must be accountable to God. Based on the explanation of the background above, the writer will give the purpose of this analysis is **First**, explain the understanding of time management **Second** explain the concept of biblical time management based on Ephesians 5: 15-17. **Third**, explain its relevance to Christian leaders today. The method used in this analysis uses descriptive analysis method that contains a description and explanation of the problem with the data obtained. The results of the study can be concluded **First**, Time management makes leaders become fast, precise and useful in working, including there are important criteria for a strong planning basis and clear objectives not to be arbitrary in working as well as circling in work planning. **Second**, getting used to not wasting time but being able to utilize time into something that has more value. Making yourself mentally steel in the sense of not being lazy, having a work culture on time also values time in accordance with the biblical concept of time management based on Ephesians 5: 15-17. **Third**, spiritually appreciating the time that is a gift from God is not wasted but empowered to glorify God, remembering that these days evil is dominated by the devil. A Christian leader today must be observant and careful in using his time as well as grabbing as many opportunities as God gives in his life to be important and valuable and valuable moments in his life with the goal that is to start God because that is the center of time management.

36 **KEYWORDS: Concepts, Time Management, Relevance, Christian Leaders**

INTRODUCTION

In general, every human being who lives in this world has the same time, ¹24 hours a day, 7 days a week, 30 days a month, 365 days per year, but most of them do not know how to manage time and manage it to become something useful. and effective and efficient.¹ This is because many people do not have the discipline to pass the time. His days are filled with things that are not directed, even more severe ones are those that fill the time of his life with things that destroy life.² Even though wasting time is a sin because it is wasting the opportunity God has given and time that has passed will not come back, meaning that if the opportunity is not used, then the opportunity will be lost. This is in line with what Oswald Sanders said:

Time can be lost, and it cannot be recovered, time cannot be saved because it is used. Time also cannot be postponed, if it is not used productively, then time will be lost and cannot be recovered. For that, don't waste your time.

From the above statement how important time is for humans, the Bible also writes about the importance of the task of managing and managing the time entrusted by God to His children. As one example, the creation story explains that

¹ Wicak, *Reediming your time*, (Bandung:Triexs Media, 2008) h. 44.

² *Biblical Integrative Thinking*, Desember 2006-2007 h. 39.

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33 Allah not only regulates the order of His creation, but He also arranged the time to create
34 it, not only the universe and everything in it, but also time which is an inseparable part of
35 Allah's creation. Thus, God's commandment to man in Gen. 2:15 implicitly includes the
36 management of time³ God's gift is not only material in the form of money, time is also a
37 gift from God that has been entrusted to humans. In other words, humans must be able to
38 manage their time as well as possible, because it is not only a financial problem that must
39 be regulated and organized, but also a matter of time. Because one of the devil's tactics is
40 to involve God's children in useless things that waste time.⁴

41

42 Paul also called on the church at Ephesus (cf. Eph. 5: 15-17) that they should take
43 advantage of the time because the days are evil. What is meant by evil is a state of the age
44 which has been controlled by wrongdoing power so as to cause crime in a matter of hours,
45 minutes, seconds so it is difficult for everyone to live in righteousness.⁵ The purpose of Paul's
46 advice to the Ephesians emphasized that they were able to make good use of their time in the
47 midst of the power of evil so that the opportunity God gave not be in vain. For that everyone
48 is responsible for the use of time,

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51 ³Poppy M. Elia, Blessing Magazine, Januari-Maret 1998 h. 3.

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53 ⁴Myron Rush, ... h. 153.

54 ⁵John Calvin, *Ephesians*, (Michigan:Baker Book House, 1996) h. 314.

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62 especially a spiritual leader must be able to streamline his life and manage his time well, so
63 that the time he passes is used for a life that glorifies God. The great leader of the Israelites,
64 Moses considered time as a priceless basic necessity, so he prayed for a wise heart and was
65 taught to count the days, not years (Psalm 90:12). A wise heart is a heart that “knows the power
66 of God's wrath. ”To gain a wise heart, humans need to be guided by God asking to be taught
67 so that the days of his life are filled with God's loyal love, not His wrath.⁶

68

69 The meaning of the verse above should change the thinking of church leaders today.
70 For example, Augustine, one of the church fathers, for 15 years has spent his time with many
71 women and is living in adultery. So much time was wasted by Augustine that he was converted
72 at the age of 32 and worked for God.⁷ From the story, it reminds us how important the use of
73 time is, so a leader must be careful and careful in choosing his priorities. Church leaders must
74 realize that time is their most valuable resource, because the quality of a person's leadership is
75 expressed as long as he

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78 ⁶ Marie.C Barth *Psalm Interpretation*, (Jakarta:Bpk Gunung Mulia, 1999) h.
79 160.

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81 ⁷ Augustine was born in Thagasta North Africa on November 13, 354 A.D. His father
82 was Patelsius and his mother Monica. Studying in Medora then to Cartage to study linguistics
83 / beauty of language in 391 A.D.

84 Went to Hippo, was appointed pastor in 396 A.D. because the bishop is very old and has
85 died. For 35 years, namely until 430 A.D. has authored many books. 113 volumes are still left
86 to this day, more than 500 sermon manuscripts, among the well-known writings are
87 Confession and City of God. Peter Wongso, Dictate of Church History, (Malang: Middle
88 Asia Bible School, 1992) h. 66-68.

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95 leads and is filled with something effective and efficient.⁸

96 From this statement, how important the use of time is, especially for spiritual

97 leaders, because all must be accountable to God.

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99 **METHOD OF RESEARCH**

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101 The method used in this writing uses a descriptive analysis method which
102 contains descriptions and problem descriptions of the data obtained.⁹ While the
103 writing procedure begins with the search for materials that are in accordance with
104 the subject matter, both from libraries and other media such as journals, magazines,
105 or the internet. And the book that becomes the reference is Stephen tong about
106 wisdom and time because it contains time management from the biblical perspective,
107 Oswald Sanders spiritual leadership as well as Octavianus management and
108 leadership according to God's revelation about the practice of time management with
109 leadership. Also the book by Wicak and Jane Smith on the view of secular time
110 management which is used as comparative material so that the data that has been
111 obtained are analyzed and finally outlined in the form of a scientific report.

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120 ⁸ Oswald Sanders, ... h. 95.121 ⁹ Winarno Surakhmad, *Introduction of Research Method*, (Bandung:

122 Tarsito, 1998) h. 456.

123 **RESULT AND DISCUSSION**

Definition of Management

Judging from the origin of the word, the word management in English comes from an Italian word, maneggiare which roughly means to handle or to handle. In Latin there is a word that has almost the same meaning, namely manus, which means hand or handle.¹⁰

While talking about definitions, like other terms in the study of Social Sciences, Management also has a number of definitions given by experts. Here only one definition is expressed by GR Terry as follows:

² Management is a unique process, which consists of the following actions: Planning, Organizing, Activating and Supervising which are carried out to determine and achieve predetermined goals through the use of human resources and other resources.¹¹

The definition mentioned above is considered to be one of the most complete and clear definitions so it is widely quoted and applied by many people who are involved in the field of management..

In addition to the definitions and definitions of management that have been described earlier, McFarland, 1979 also suggests four definitions of management that are commonly used in everyday life.¹²:

¹⁰P. Octavianus, ...h.1

¹¹Junias Darma Sutedja, *Church Growth Material Teaching*, (tth).h.29

¹²<http://www.Time Managementtools.Net>.

1. organizing processes; namely planning, organizing, directing, activating and evaluating.

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159 2. The word management also means career or position

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161 3. The word management can also mean a group of people who are responsible for
162 running an organization.

163

164 4. The word management can also be a science or an art to manage other people

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166 Furthermore, Harbison and Myers classified management into three types, namely:

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168 1. Patrimonial Management

169

170 There is when a company is owned by a family and important positions in the
171 company hierarchy are controlled by members of the family.

172

173 2. Political Management

174

175 A form of management in which important and basic positions in the organization
176 are held by those who have political relations based on loyalty to a certain political party.

177

178 3. Professional Management Strategic and important positions are

179

180 left to those who have provided evidence of their competence, capacity, ability, expertise
181 or in other words on the basis of the services and results they provide to the company..

182

183 Strategic management techniques and the application of clear individual functions
184 make the company's management performance more passionate and survive from competition
185 as well as healthy competition, because these

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189 individuals show proficiency and loyalty to the company so that the company's performance
190 increases.

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192 **Basic Management Functions**

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194 In essence, management functions include the functions of Planning, Implementation
195 and Evaluation. However, in the implementation of these basic functions can be developed
196 flexibly according to the needs of the organization.

197

198 Following are the management functions proposed by Dessler, 1996¹³:

199 1. Planning. Includes setting goals, actions, developing rules and procedures, developing
200 plans and making predictions.

201

202 2. Organizing. Includes assignment, divisions, delegation of authority, coordinating work

203

204 3. Staffing, including employee recruitment, training and development

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206 4. Leading, including giving orders, maintaining employee motivation and morale

207

208 5. Controlling, setting standards, making improvements if needed.

209 A healthy organization has a

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211 philosophy of service that is orderly, neat, and good so that the organization runs healthily and
212 does not deviate and has the main goals and objectives. Without clear objectives and

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217 ¹³ Sugiyanto Wiryoputro, *The Basic of Christian Management*, (Jakarta: Bpk
218 Gunung Mulia, 2001).h.9

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221 mechanisms, the organization will collapse and will not last long.

222

223 **Time Management**

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225 Time management is an even better idea of using time as well as managing
226 it. Alan Lakein said: Time is life, it cannot be changed and replaced. Wasting time
227 means wasting your life, but controlling your time means controlling life and getting
228 the maximum benefit.¹⁴

229

230 Above all else, good time management includes the awareness that today is
231 everything we have to use. The past day has passed cannot be repeated. For this
232 reason, how important it is in life that we achieve a maximum life, without managing
233 time properly and filling the time that goes so fast. Is there a waste of time and it
234 cannot shape our lives to be good, because a good life starts with managing the time
235 well. The more life is shaped by time the more alive it is.

236

237 **Biblical Time Management**

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239 **Epistle to the Ephesians**

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241 The subject or theme of Ephesians is the church as the body of Christ. The
242 subject of the description of Ephesians from two aspects, namely: Regarding the
243 wealth of the church in Christ (Ps. 1-13) and about the practical effects in the life of
244 the church (Ps. 4-6).

245

246 The theme of the Epistle to Ephesians is found in Ephesians 3: 4 which reads
247 "when you read it, you will know from it my

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250 ¹⁴Alan Lakein, *Time and succes*, (Semarang: Dahara Prize, 1997).h.7

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understanding of the mystery of Christ". The secret is the church of Christ. The church is a community that lives in such unity and love that it can be called the body of Christ. Speaking of the body definitely consists of several parts and functions. The church is to be the hand that does Christ's work, the foot that is commanded and the mouth that speaks for Him.¹⁵ That is why in Ephesians we find two points. First, Christ is God's instrument of atonement. Second, the church must introduce Christ to the world and it is in that church that all dividing walls must be broken down, both Jew and Gentile are one in Christ.

Exegesis Ephesians 5:15-17

Text of Ephesians 5: 15-17

5:15 Therefore pay close attention to how you live, do not be like a fool, but like a wise person,

5:16 and take advantage of the opportunity, for the days are evil.

5:17 Therefore do not be foolish, but see to it that you understand the will of the Lord. There are several things that are used to clarify and explain the meaning of Ephesians 5: 15-17. Exegesis of some words that are considered important such as Eksagorazomenoi and Kairos and some things that have to do with the discussion of these words examples of the concept of wisdom, time and the last part

¹⁵William Barclay, *Galatia-Efesus*, (Jakarta: Bpk Gunung Mulia, 1983).h.101

284 of course the conclusion of the word Eksagorazomenoi and Kairos.

285

286 **Exegesis verse 15-17**

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288 *Verse 15*

289

290 Paul begins the verse with the words "therefore" which is Greek "ouv"¹⁶ This word
291 clearly wants to show the relationship between verse 15 and the verses above or even very
292 possibly with the whole of the previous chapter and verse. Because the divisions and the
293 previous chapters Paul explained the difference between children of light who are obliged to
294 live in love according to God's call (Eph. 4: 1; 5:28) and people who do not know God, namely
295 the behavior of the world, the flesh, and the devil (Eph. 4: 1; 5:28). 4:17; 2: 1-3).¹⁷ After
296 expressing the above truth, then he said "because of that" he wanted to conclude and advise the
297 congregation or believers to do something important he said. Paul goes on to say "watch"
298 carefully how you live. for the word "watch" he uses the Greek word "Ble, pete, trans: blepete"
299 the word blepte "blepete" uses the present imperative verb.¹⁸ The present imperative is a
300 command verb to continue an

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303 ¹⁶Word "ouv" is post positive, to determine normally position put on the second of
304 sentences, but when interpreted to Indonesian language out on the first of sentences.

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306 ¹⁷John R.W Stoot, *Efesus*, (Jakarta: Yayasan komunikasi Bina Kasih/Omf,
307 2003).h.196

308

309 ¹⁸*Jurnal Pasti*, Volume 1 Nomor 1, (Jakarta: PASTI, 2006).h.85

310

311 Present means to describe like a line _____

312 (doing continually), or by one note continually action, therefore present imperative
313 means a command or request ,so that doing continually, or action continually . J.W Wenham
314 , *Greek- Koine*, (Malang: Seminari Alkitab Asia Tenggara, 1977).h.56

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318 activity. So it can be translated "keep on watching" keep paying attention. So that we can see
319 accurately the spiritual relevance of all things of value, especially those of very high value,
320 which require careful, accurate and close attention. Paul also continues a statement "do not be
321 like a fool, but like a wise person (Greek:) me os asophoi. Paul meant that the church should
322 not behave like ignorant people because in essence they are children of light. Their life should
323 be wise, what is meant by wise is not only knowledge but also skills in life.¹⁹ William Dyrness
324 defines wisdom as a very practical art to be skilled and successful in life.²⁰

325 According to John R. W Stoot, a wise person has two important attitudes.

326

327 1. Wise people know very well that time is very expensive, so they do activities
328 that have added value (Value added) is eternal, not temporary.

329

330 2. A wise person understands God's will by 1. becoming Christ-like. 2. Read His
331 words because God's will is in His words (II Tim. 3:15). To make us wise and stop the
332 cholesterol from sin in our life.²¹

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336 ¹⁹ Andrew T. Lincoln, *Word Biblical Comentary Ephesians*, (Dallas: Word Books
337 Publisher, 1990).h.341

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339 ²⁰ William Dyrness, *Themes in Old Testament Theology*, (Malang: Gandum Mas,
340 2004) .h.173

341 ²¹ John R. W Stoot „... p.197 Similar to Christ is that we must continually repent in
342 the power of the Spirit to become like Christ. So if we do not repent, it means we are
343 heaping wrath on ourselves. Marie. C. Barth, interpreted Psalm 73-150, (Jakarta: Bpk
344 Gunung Mulia, 1999) .h.162

345

346 Paul asks that believers act wisely who are able to see and read situations and know how to
347 behave as well as able to apply the knowledge they gain in their behavior, As well as
348 appreciate and love the time that fills their lives with divine ethics. Also linked equality with
349 eternity, so that he knows how to use this momentary with the responsibility of glorifying
350 God and trying to understand God's will..

351

352 **The Concept of Wisdom**

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354 Thoughtful ideas stem from the needs of humans who are struggling to
355 survive. The desire to be able to control life through the power of reason and the
356 rigors of life makes people think of doing good and not doing unwise and immoral
357 actions.

358

359 **Wise Concept in the Old Testament**

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361 The word for wisdom in Hebrew is Hokmah for Israel. Wise is basically "Fear
362 of God" and it is an expression of the religion that the Israelites adhere to. This
363 expression begins with the simplest religious element a sense of His presence. Not
364 only that, it comes down to the most complicated aspects of obedience to laws and
365 worship to Him. Wise also has to do with very practical intelligence to act with
366 caution, wisdom and deep understanding so that people are not deficient and
367 successful in life as well as in orderly, good behavior and learning how to do what is
368 good and right and fair. Wisdom is only obtained by relating to God and reading His
369 Word, because through

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372 the Word and practiced in daily life it will make humans wise.²²

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Wise In the New Testament.

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Verse 16

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²²Andrew E. Hill, Old Testament Survey,

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(Malang: Gandum Mas, 1996) .h.413-415 The fear of God has four meanings. 1.

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"Fear of God" serves as a discipline in shaping the moral character of those

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seeking wisdom. Only a person who has a moral character based on "The fear of

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God will receive true and correct wisdom. 2. "fearing God" is a discipline for how

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people seek knowledge or methods of approach in the world of knowledge. 3.

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"fearing the Lord" is a moral teaching given by wisdom teachers based on fear of

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God's holiness or obedience to laws. 4. Is a reflection of the correct understanding

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of moral teaching in the form of "fearing God" that is mentioned in everyday life.

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Risnawaty Sinulingga Amsal 1-9, (Jakarta: Bpk Gunung Mulia, 2007) .h.86-87

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²³Luke 6:27-29

402

403 the attitude of trying to find and do God's will. The word "evxagorazo, menoi" is a
404 combination of evx (to leave) and agorazw (to buy or to pay), while agora itself is a noun
405 which means market. So the noun agorazo literally means to buy at the market. Eksagorazo
406 was also used to redeem or pay for slaves. The prefix ex according to E.F Scott 1. Shows
407 great activity, that is, taking all opportunities that can be taken. 2. A call to know oneself in
408 the light of God's will, which is the hallmark of a wise person who lives in fellowship with
409 God (II Tim. 2: 7). The word agorazo also usually means buying or paying and this word is
410 usually used in the field of commerce where buying or redeeming a slave in the market.
411 Redeeming is not only the word agorazo used "lutrw" lutro also means to redeem or save
412 sinners who have been redeemed in full. Gaal also has the meaning of redeeming, but what is
413 redeemed here is not a human being, but land or fields are often used
414
415 in the Old Testament.²⁴ Paul also affirms that the times or days
416
417 are evil ²⁵ is full of trouble and pain.

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421 ²⁴Ralph Earle, Word Meaning In The New Testament, (Michigan: Baker Book
422 House grand rapids, 1983) .h.321-322 The difference between the three words to redeem is
423 actually very slight but in essence it means to redeem. Lutro redeemed and brought someone
424 forward, Agorazo redeemed but the focus is the place which is the market. Redeem on the
425 market borrows the world of commerce. Eksagorazo ransom someone or release from
426 slavery.

427

428 ²⁵The statement that the evil days implies that any difficulties in life for Christians
429 must be able to bear witness in the midst of the corruption of human morality. Christians
430 must still be witnesses.FF Bruce ,*The New Testament International Commentary*On The New

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Paul gives further understanding that as God's children we should be able to take advantage of every opportunity and even have to buy as many opportunities as possible. Because the present time has been sold under the power of evil. Landmines were everywhere and if they walked carelessly, they would suffer heavy losses. It is interesting here because the word "evil" that Paul uses is not "kakos" but Poneroos²⁶ evil in the form of active resistance to good. "These days are evil" are the days when the church is colored by active and concrete evil actions (not just evil in the heart or evil in nature). O'Brien said evil was under the control of the rulers of the space kingdom who were against God and His will.²⁷ For that, believers should not just pass time but must make up for it, even learn to respect time as the most important thing in life.

447

448 **Redemption**

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Talking about redemption is very important it is a milestone in the history of salvation for mankind. Redemption for sins is the death of Christ to solve the problem of human sin and bring man into fellowship with

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455 *Testament*, (Michigan: Grand Rapids William Publishing Company, 1984).h.379

456

457 ²⁶Poneroos is widely translated with the word "evil" according to Carles Ryrice, the
458 word poneroos is not only evil, it can also be interpreted as catastrophe or major disaster.
459 Carles Ryrice, Basic Theology 1, (Yogyakarta: Andi Offset, 1991). P. 282

460

461 ²⁷Peter O'Brien, The Letter Ephesians 383 How expensive it is for every individual
462 to live a holy life with vigilance because time is now used for evil and there is an atmosphere
463 of threatening and godless activity. J.I Packer, New Dictionary Of The Theology, (Leicester:
464 Intervarsity Press Downers Grove, 1988). P. 220

465

466 God. Because the idea of redemption itself comes from God and by His grace all humans can
467 receive it for free.

468

469 **Definition of Time**

470

471 A Chinese writer said "Time is something that is invisible, but so real." As
472 time passes, it passes between our legs. At bedtime, time is passing around the bed.
473 This provides evidence to us that consciously or unconsciously time has been used.
474 Martin Heidegger, one of the greatest German thinkers, said that humans must live
475 authentically, live in time. Jean Paul Sartre goes even further to say that states of
476 being are swallowed up by non-existence. That is, life now can enjoy everything. But
477 one day at death, everything is over and there is nothing.

478

479 **First** Time is something of the essence of the process in the world that is
480 relatively related to the process. In this world nothing is eternal, only Allah because
481 He does not need the process He is the One Who Exists from Eternal to Eternal. In
482 contrast everything that is created in the world undergoes a process, and in the
483 process we need time, that is why time is the essence of the process in the relative
484 world.

485

486 **Second** Time is a reality that is related to space. Everything that Allah created
487 has three of the most important elements, namely Space, Time and Existence. Often
488 there are mistakes in the way of thinking of humans because they only see space as
489 a container for accumulating property and never see time as a place for humans to be
490 wiser again. A wise

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person has a sense of time, and time in a balanced space; this person will have tremendous power in his life.²⁸

Third Time has a purpose so the purpose of human life is not only to earn money and become famous, but to know Christ as Lord and Savior and serve Him by living and declaring His gospel.

Time Concept

The statement that "Time is money" time is money is an utter foolish statement. Time is not money if time is money, then we can exchange time for money. An ancient Chinese proverb says "an inch of time equals an inch of gold is worth, but an inch of gold cannot replace an inch of time". If western people say "Time is money", then eastern people (Chinese) say Time is money, but money is not times. If time is not money, how do we view time?

First Time is life. This is an important lesson for the life of every human being, how much time has been wasted in vain from young to old, his life is filled with a life of fun, orgies without doing the most important thing in this life. If humans really love themselves, start loving the time that is in living alone; what can be done now, do not delay until tomorrow. What can be learned in youth, do not wait until old age.

Second Time is an opportunity. In Greek mythology, the god of opportunity is

²⁸Stephen Tong, *Time and Wisdom*, (Surabaya: Momentum, 1990).h.31-36

528 depicted with a bald head on the back and hair only in the front, and has wings on his feet, so
529 that if the god of opportunity walks very fast. This god of opportunity rarely passes, so
530 humans have to look for him if the god of opportunity passes and humans try to chase him he
531 can't possibly catch up because he has wings on his feet. Besides, we can't catch it from
532 behind because the back of the head is bald. Likewise with the opportunities that come before
533 us, don't waste it, catch it and do it.

534

535 **Third** Time is a record. All events that occur in the life of every human being are a
536 history and of course it is a part of every human being that cannot be forgotten because it
537 becomes a memory and a record for the human being himself.²⁹

538

539 **Greek Concept of Time**

540

541 The Greeks were very time sensitive, so time was divided into 64 tenses. English has
542 16 tenses. Indonesian does not recognize systems like this. The Greeks recognized two terms,
543 namely kairos and kronos which have the following meanings. Kairos is the concept of time
544 that makes one effective and work harder. Kronos is a time that flows and is lived by all humans
545 in this world just like that. 24 hours a

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549

550 ²⁹Stephen Tong,... p. 37-38 As long as humans have the concept that time is money
551 and have become the standard for everything, then that concept is no longer true. Paul
552 reminded that the root of all evil is the love of money, in fact the love of money makes
553 people deviate from faith and tortures themselves. 1 Timothy 6:10.

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day circling and lived continuously.³⁰ So the Chronos time runs in a definite manner following the flow of life without any important moments in it.

Conclusion of the words Eksagorazomenoi and Kairos

In the end, the authors conclude the words Eksagorazomenoi and Kairos. From several meanings of the word Eksagorazomenoi, namely to redeem, even though the word redeem is used for various uses. Whether for fields, fields or slaves, even when God saved the Israelites from the slavery land of Egypt. From various meanings, which one is appropriate is to redeem a slave in the market because that meaning is very precise, both from the place and the real purpose. While Kairos itself the correct meaning is a special opportunity or time that will not be repeated because that time rarely occurs in human life. It happened once and it's a step.

Time Management Concept

As long as humans live on this earth without using time wisely, how much time is wasted? And if you want to be honest and calculated, how many hours have been wasted. Suppose that the age of a human being up to 60 years in a day has wasted 1 hour every day

³⁰Collin Brown, *The New Internatinoal Dictionary Of The New Testamment Theology Vol 3*, (Michigan: Zondervan Publishing House Grand Rapids, 1999).h.838

when he was 17 years old when he was 17 years old, meaning he has wasted 15695 hours of time, or 1961 working days (1 work day = 8 hours) or 5 more years of work, the amount of time for so long, it will be very meaningful if it is filled and used with useful things.³¹ It is wise to plan the use of time carefully to record what activities you want to do. By getting used to noting what you want to do, it trains yourself to be even better.

It can be noted that the remaining time from 24 hours a day is only 2 to 3 hours even if worship activities are carried out routinely 1 hour a day. From here it is time to change the paradigm of thinking how to use time properly and have a purpose and in the end not regret it.

People who know respect for time and know what should be done and have goals are effective people, because effective is the ability to manage and organize their lives properly and consider which things are important and which are not important.³². Because in the effective itself there is a responsibility that is able to achieve the target as the final target, not just a goal. In addition to being effective, it also requires a disciplined "Self Control" attitude in using time so that life is more organized, also the time that is owned is more used properly..

³¹M.S Anwari, *The Role of Stewardship in Church Development*, (Malang: Gandum Mas, 1984).h.27

³²Jane Smith, *Time Manager :How To Manage Time effectively*, (Jakarta:Gramedia, 2002).h.9

The Relevance of Time for Today's

Christian Leaders

Definition of Leader

The leader (leader) is someone who influences and determines the activities of others and acts to realize these activities to achieve goals. Whereas what is meant by the term leadership (leadership) is the ability to recruit, influence and instill trust and develop responsibility in others to do certain jobs to achieve certain goals.³³ The following are definitions of leadership from several experts.

Maxwell (Developing The Leader Within You) leadership is influence. John

Robert Clinton (The Making Of Leader) A leader is someone who has the capacity and responsibility given by God, who influences a group of followers towards God's plan for the group of followers towards God's plan for the group.

Barry Posner leadership is an art that specializes in communicating organizational insights and creating the conditions necessary to achieve these goals.

Robert A. Orr (The Essential For Effective Christian Leadership Development) A leader is someone who sets an example and has a compelling vision that transfers that vision through the influence of equipping, implementing, training, building, challenging, motivating, empowering, empowering , train,

³³Jack Hayford, *To Win The Future*, (Yogyakarta: Andi, 1993).h.
42-43

652 facilitate, inspire, develop, strengthen, encourage, enable another person or group of people
653 (as a team) and strive to achieve the vision, plans, goals and objectives that have been set.
654 Thus a leader is a person who has the capacity and responsibility given by God to influence a
655 certain group of God's people towards God's plans for that group.³⁴

656
657 From several definitions of proper leadership, leadership is not only an art, it is also a
658 matter of influence, but in it there is an element of reason or science. Because when leading
659 what is needed is not only a beauty and power, but also a rational or scientific side. Both are
660 very much needed in leadership.

661 662 **Leader With Time**

663
664 After the author describes the time and current leaders enter the application between
665 times for current church leaders. Time is an asset that must be managed efficiently and
666 effectively, because time for leaders is very important in their leadership and very expensive.³⁵
667 Ini It is a task and a problem that must be given serious attention to current church leaders in
668 order to manage their time properly. Without a rapid and orderly management of time, the
669 leader has failed in his early life. A leader who is successful he can manage well, because time
670 which is a gift from God or a gift entrusted is not wasted on

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672
673 ³⁴Yohanes Effendi Setiadarma *Christian Leadership Material Teaching* (tth).h.

675
676 ³⁵P. Octavianus, *Management an Leadership according with His will*,
677 (Malang:Yayasan Persekutuan Pekabaran Injil Indonesia, 1986) .h.162

685 activities that are not meaningful stupid. To prevent this, should a spiritual leader take the
686 attitude of using time so that his spiritual and physical life runs in a balanced and healthy
687 manner and does not experience lameness. The things that must receive serious attention from
688 the leader with their activities include prayer, work, association.

689

690 **Leader With Prayer**

691

692 Leaders with very important prayer are increasingly aware of great responsibilities,
693 increasingly complex affairs, and a wider range of ministry demands more prayer time. In the
694 scriptures prayer is often described as spiritual warfare, because of our struggle against
695 governments, rulers, against the rulers of this dark world, against evil spirits in the air (Eph 6:
696 10-18).³⁶ Moreover, a spiritual leader must always pray so that he is always in the path of a
697 relationship with God remembering that these days are evil. The existence of an evil power
698 that wants to influence to sin and its tricks to trick leaders so that their lives are no longer in
699 accordance with God's will but are more concerned with themselves, the power of the devil is
700 working hard to destroy church leaders today. How many leaders are crushed and fall into sins
701 because they do not have a regular prayer life eventually drag them into sin, because prayer is
702 the last bastion for leaders to protect and at the same time enable

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705 ³⁶P. Octavianus, *Management an Leadership according with His will*,
706 (Malang:Yayasan Persekutuan Pekabaran Injil Indonesia, 1986) .h.16.

707

708 them to get through the devil's traps that threaten the lives of leaders all the time. Given the
709 damaged and unsupportive environment, through daily prayer and fellowship, a leader will be
710 led and brought to know God and live to please Him. An absolute requirement for Christian
711 leaders is to prioritize leadership so that it does not become a barren leadership, not
712 passionate, not authoritative, just because it lacks prayer.

713

714 **Increase Hours of Prayer**

715

716 Prayer is a spiritual force that guides people to keep walking in truth. Seeing the
717 devil's tremendous way in which a consistent spiritual leader is able to increase
718 prayer hours and arrange times for prayer. Jesus Christ Himself set the example of
719 Him getting up before dawn to have fellowship with His Father undisturbed (Mk
720 1:35) praying quietly before doing activities. After doing activities such as healing
721 the sick He went to quiet places and praying (Luke 5:16) was done during the day or
722 after work. Likewise, a spiritual leader before starting the activity gives 1 hour for
723 devotional time, during the day after starting the activity another 1 hour for quiet
724 time. And the night before going to bed for 1 hour, thus the stability of the spiritual
725 life of the leader is guaranteed and the results are definitely better because the prayer
726 life becomes the foundation for church leaders today.

727

728 **Leaders and Work**

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730 Office work that is too many and piles of pressure and time consuming because many

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740 leaders are so crazy about work that they forget and get caught in work traps. But
741 there are also leaders who are lazy so that at work they do not become efficient and

effective anymore, their work is just sitting around waiting to go home.³⁷ Of course, at work a leader must not be lazy and go crazy but must be able to streamline and streamline time. For that we need several ways such as planning, priority.

Planning

In principle, planning is carried out so that each activity has clear objectives and the most appropriate and efficient way to achieve these goal³⁸In terms of time management, planning is made so that people can achieve optimal results even though they have limited and unlimited time. And in the end planning becomes a kind of compass on which everyone bases their activities as well as a map that provides guidance on where to go and how to get there. Seeing the usefulness of planning, the leader must take a firm stance in his activities so as not to cause chaos in his activities. Some things that must be considered avoiding getting stuck in a lot of activities, self-discipline.

³⁷Most of the Lord's servants are also spiritual leaders because most of them are leaders of small numbers such as the Prayer Fellowship. The problems that occur in their daily work are less effective. Only come and attend and sit around and wait for the time to go home without producing anything useful and do not use time more effectively and efficiently..

³⁸Wicak, *Redeming Your Time effectively*, (Bandung: Triexs Media, 2008) .h.30

769 **Avoid getting stuck in a lot of activities**

770

771 Poor time management often results in waste of time, so you don't have time to stop or think
772 about how to actually use your time.³⁹

773

774 In the Gospels (Luke 14: 28-30) Jesus Christ himself has proved an orderly way of working in
775 order to achieve predetermined goals. Make an agenda to record what must be done and
776 completed in one day and how many hours must be used to complete the work. The results
777 must be optimal because they are not disturbed by sudden activities or activities that are not
778 important because they already have a job description for that one day that must be completed.

779

780 **Discipline**

781

782 One of the obstacles to the ineffectiveness of people in managing time is lack of
783 discipline.⁴⁰ Without discipline, everything that is planned will fail, and usually people who
784 are not disciplined have very low levels of awareness in being responsible. Discipline makes
785 submissive and loyal to the mission and life goals that become the target.

786

787 **Priority**

788

789 Priority is a tool to help organize activities based on their level of importance so that it
790 helps to focus activities on important things and postpone things that are less important. The
791 reason is that each activity has

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795 ³⁹Jane Smith, *How To Manage Time*, (Jakarta: Gramedia, 2002) .h.3

796

797 ⁴⁰Wicak, *Redeming Your Time effectively*, (Bandung: Triexs Media, 2008) .h.121

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799

800 an activity weight and chooses those with high scores that must be done first.

801

802 **Leaders And Readings**

803

804 Most leaders are poor because they don't read much. How many leaders have realized
805 that reading is very important, especially when it comes to reading the Bible diligently. The
806 primary and greatest task of spiritual leaders is to diligently study God's Word and the
807 additional reading they need.⁴¹ Paul uses the last moments before his martyrdom to read in (II
808 Tim. 4:13). It is clear that people who want to grow spiritually and intellectually will read a
809 lot, because by reading a leader molds himself to maturity both in terms of appearance and way
810 of thinking. In addition, by reading a lot, automatically the more materials that become the
811 income, which is much spent. If the leader is lazy to read, you can imagine what he would like
812 to spend and how light the leader's weight is. A leader is obliged to read and must be able to
813 manage the time to allocate for reading in his daily life at least 1 hour so that his knowledge
814 increases and does not lag behind information, given the very sophisticated state of the era
815 which is also in the grip of dark power. That way these leaders are not easily deceived or
816 deceived by Satan because they have moral standards and knowledge according to the Bible.
817 The use of reading for leaders can provide answers to members or the sheep who are
818 shepherded

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823 ⁴¹ Oswald Sanders, *Spiritual Leaders*, (Malang:Gandum Mas, 1986) .h.

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833 according to Bible truth do not deviate from the truth that leads to error.

834

835 **Leaders and Associations**

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837 Maintaining intimacy with all relationships is an absolute requirement and
838 the main task of a leader. For this reason, Christian leaders must learn to associate
839 by shining God's light in every association, because with whom to associate greatly
840 determines their value and influence on themselves. Paul advises in (I Cor. 15:33)
841 that evil associations can spoil good habits. Leaders must be selective in making
842 friends because if they are wrong, the evil habits will transfer automatically. For this
843 reason, leaders must limit themselves to associating with people who are not spiritual
844 as a form of anticipation so that their lives do not become careless and spiritually
845 degenerate.

846

847 **Leaders and Time Accountability**

848

849 A leader who is serious about his life will not waste the time that God has
850 rippled in his life, but he tries to empower that time to become something that is of
851 value both worldly and spiritually. Not only is salvation a gift, time is also a gift that
852 God gives to every leader. It is an obligation for leaders to reflect and organize lives
853 that are not able to use their time properly, because what is done in this world will
854 be a personal responsibility. As long as there is still an opportunity given by God,
855 don't waste it, catch it and use it as well as possible to glorify God.

856

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858

858 **CONCLUSION**

859

860 Time management greatly helps spiritual leaders become more effective
861 and efficient. Broadly speaking, the life and activities of church leaders are neat
862 and orderly because there is a compass needle that guides them. Time management
863 has a very large contribution for church leaders among them.

864

First, time management makes leaders fast, precise and useful at work, including important criteria for a strong planning basis and clear goals that are not arbitrary in working as well as rotating in work planning.

Second, getting used to not wasting time but being able to utilize time into something that has more value. Make yourself mentally steel in the sense of not being lazy, having a work culture on time and respecting time.

Third, spiritually appreciating time which is a gift from God is not wasted but is used to glorify God, remembering these days evil is controlled by the devil. A leader must be observant and careful in using time as well as seizing as many opportunities as possible that God has given in his life to be made important and valuable and valuable moments in his life with the aim of caring for Allah because that is the center of time management.

SUGGESTIONS

relaxed and do not have a work plan in their life. Special attention to the use of time must be an important note and serious concern for leaders so that their lives are not messed up and deceived by the devil. Time is a gift from God and the gift for it must be used as well as possible so that the giver does not regret but is happy because of his ability to manage time.

Through this writing, readers are increasingly aware and willing to change the lifestyle that has been wrong in using their time, especially church leaders who are too

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